

## Student Financial Aid

### Student Counts

Full-time, first-time students enrolled during the 12-month period

September 1, 2003 through August 31, 2004

For this 12-month period, please provide the information requested; percentages will be calculated for you.

Unduplicated count of full-time, first-time, degree/certificate-seeking students  
(full-year cohort)

Unduplicated count of all students enrolled

Percentage of all students who were full time, first time, degree/certificate-seeking

Number of full-time, first-time, degree/certificate-seeking students (full-year cohort) who  
received any financial aid

Percentage of full-time, first-time, degree/certificate-seeking students who received any  
financial aid

Caveats:

	 
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**Student financial aid to full-time, first-time students**  
**Student financial aid provided to full-time, first-time students enrolled**  
**during the 12-month period September 1, 2003 through August 31, 2004**

Full-year cohort information provided from the Student Counts page:

Total students in cohort as defined above

**Number in cohort who received any financial aid**

Report the number of students in the cohort who received each of the types of aid listed below at any time during the full 12-month period. The percentages will be calculated for you.

For each type of aid, calculate the average amount of aid received by these students for the entire 12-month period.

<b>Types of aid</b> (report only those amounts that pass through your financial aid office)	<b>Number of students receiving aid</b>	<b>Percentage of cohort receiving aid</b>	<b>Average amount of aid they received</b>
<b><u>Federal grants</u></b> (grants/educational assistance funds)	<input type="text"/>		<input type="text"/>
<b><u>State/local government grants</u></b> (grants/scholarships/waivers)	<input type="text"/>		<input type="text"/>
<b><u>Institutional grants</u></b> (scholarships/fellowships)	<input type="text"/>		<input type="text"/>
<b><u>Loans to students (include Perkins Loans)</u></b>	<input type="text"/>		<input type="text"/>

**Caveats:**

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## Instructions for SFA

### Student Counts - Academic Year Reporters

**Student Counts:** Please provide the Student Counts information as requested. Academic year reporters (those operating on standard academic terms and tracking a fall cohort for reporting graduation rates) should provide data from their Fall 2003 enrollment report and financial aid information based on the full 2003-2004 academic year.

**Number of full-time first-time degree/certificate-seeking undergraduate students:** Report the number of full-time first-time degree/certificate-seeking undergraduate students included in the cohort you defined for Student Right-to-Know purposes. Your **fall cohort** consists of all full-time first-time degree/certificate-seeking undergraduate students enrolled at your institution as of October 15, 2003 (or your institution's official fall reporting date). This number may be provided for you if you responded to the 2003 IPEDS Fall Enrollment survey. The intent of this item is to count entering students who may have been eligible for student financial aid based on their full-time enrollment. Be sure to refer to the definition of **first-time** when completing this item.

**Public** institutions are asked to further define the cohort by the number of students from in-district; those that are from in-state (but are not reported as in-district); and those from out-of-state. The intent here is to estimate the number of students (for example) that are paying in-state tuition vs. out-of-state tuition.

**Total number of undergraduate students:** Institutions reporting on a **fall cohort** should report the total number of undergraduate students enrolled at your institution as of October 15, 2003 (full time + part time; degree/certificate-seeking + all others).

**Percentage of undergraduates who were full-time, first-time degree/certificate-seeking:** This number will be calculated for you. It represents the percentage of your undergraduate students that are in your graduation rate cohort.

**Number of full-time, first-time degree/certificate-seeking undergraduate students who received any financial aid during the full academic year:** Report the total number of students in your cohort who received any form of financial aid at anytime during the full academic year, including scholarships, grants, and loans.

**Percentage of full-time, first-time degree/certificate-seeking undergraduate students who received any financial aid during the full academic year:** This number will be calculated for you. It represents the percentage of your cohort that received financial aid.

### Student Counts - Program Reporters

**Student Counts:** Please provide the Student Counts information as requested. Program reporters (those that do NOT operate on standard academic terms) should report on a **full year cohort (unduplicated counts)** of students enrolled during the 12-month period September 1, 2003 through August 31, 2004. Financial aid information should also be based on the same period of time.

**Unduplicated count of full-time, first-time degree/certificate-seeking students:** Report the number of full-time, first-time degree/certificate-seeking students included in the cohort you defined for Student Right-to-Know purposes. If you use a **full year cohort**, report the unduplicated count of all full-time first-time degree/certificate-seeking students enrolled at your institution during the period September 1, 2003 through August 31, 2004. The intent of this item is to

count entering students who may have been eligible for student financial aid based on their full-time enrollment. Be sure to refer to the definition of **first-time** when completing this item.

**Total unduplicated count of all students enrolled:** Institutions reporting on a **full year cohort** should report the total number of students enrolled at your institution at any time during the 12-month period September 1, 2003 through August 31, 2004 (full time + part time; degree/certificate-seeking + all others).

**Percentage of all students who were full-time, first-time degree/certificate-seeking:** This number will be calculated for you. It represents the percentage of your students that are in your graduation rate cohort.

**Number of full-time, first-time degree/certificate-seeking students who received any financial aid during the full 12-month period:** Report the total number of students in your cohort who received any form of financial aid at anytime during the full 12-month period, including scholarships, grants, and loans.

**Percentage of full-time, first-time degree/certificate-seeking students who received any financial aid during the full 12-month period:** This number will be calculated for you. It represents the percentage of your cohort that received financial aid.

### Student Financial Aid Data

This screen is used to report student financial aid to full-time, first-time (undergraduate-level) students, which is your Student Right-to-Know/Graduation Rate cohort, at any time during the full academic year or during the 12-month period for which you are reporting.

The number of students in your cohort and the number receiving aid (from the **Student Counts** page) are shown again for your convenience.

Report, in the first column, the number of students in your cohort that received each of the types of financial aid listed. These numbers **cannot** exceed the number of students (from the Student Counts page) that received any type of aid. The percentage of your cohort that received aid will be calculated for you.

To calculate the average amount of aid these students received, consider **ONLY** those funds that pass through your financial aid office.

Sum the total amount of aid (by type) awarded to students in your cohort during the entire academic year (for institutions reporting on a **fall cohort**) or during the entire 12-month period (for institutions reporting on a **full year cohort**) and divide by the number of students who received each type of aid (from column 1).

**Federal grants (grants/educational assistance funds):** Include grants that were provided by federal agencies such as the U.S. Department of Education, including Title IV Pell Grants and Supplemental Educational Opportunity Grants (SEOGs). Also include need-based and merit-based educational assistance funds and training vouchers provided from other federal agencies and/or federally-sponsored educational benefits programs, including the Veteran's Administration, Department of Labor, etc.

**State/local grants (grants/scholarships/waivers):** Include grants that were provided by your state such as Leveraging Educational Assistance Partnerships (LEAP) (formerly SSIGs). Also include merit scholarships that were provided by your state and tuition and fee waivers for which your institution was reimbursed by a state agency. Local grants would include any local government grants, scholarships or gift-aid that are awarded directly to the student.

**Institutional grants (scholarships/fellowships):** Include scholarships and fellowships that were granted and funded by your institution and/or individual departments within your institution (and are limited to students attending your institution). Also include tuition and fee waivers granted by your institution (for which your institution is not reimbursed from another source). These would include scholarships targeted to certain groups of individuals (from a particular state or studying a certain subject) for which the institution designates the recipient; athletic scholarships; etc. DO NOT include College Work Study.

**Loans to students:** Include all Title IV subsidized and unsubsidized loans made directly to students and for which the student is the designated borrower. (Include Perkins Loans made to students.) Exclude PLUS and other loans made directly to parents and for which the parent is the designated borrower. Also include all institutionally- and privately-sponsored loans made to students, for which the student is the designated borrower (as long as the funds pass through the financial aid office).

**Note: The four types of aid listed above are not meant to account for all aid to students.** You may use the caveats box provided to describe other forms of aid not covered.

**Caveats:** Caveat fields are available on both the Student Counts page and the Financial Aid page to allow the institution to provide additional information. Since these data will be made available on the IPEDS/COOL web site and will provide much needed consumer information, institutions are urged to provide text describing special conditions and other information needed to fully understand the meaning of the reported values. For example, a 2-year institution may report that 90 percent of all its students are less than half time and therefore are not eligible for student financial aid.